

DEADLINE:
December 2, 2002

Arts In Education Program

Washington State Arts Commission

**Artists in Residence
Artist Application
2003-2005**

Governor Gary Locke

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Application Deadline: Without exception, applications must be received in the Washington State Arts Commission office in Olympia by 5:00 PM on December 2, 2002. This is not a postmark deadline. Applications will not be accepted by electronic transmission (e.g. FAX).

Mail Applications To:
Washington State Arts Commission
Arts In Education Program
PO Box 42675
Olympia, WA 98504-2675

Statement on MultiCultural Involvement

We are a culturally diverse society. This diversity is our strength. The Washington State Arts Commission will respect and seek to achieve multi-cultural diversity in its programs and administration through:

- Ensuring culturally diverse representation in decision making by attention to multi-cultural diversity among review panel members and other advisory bodies, affirmative recruitment and hiring of permanent and temporary staff, and continual consideration of multicultural candidates for art commissioner appointments;
- Development of policies, guidelines, formulas, and procedures that provide equitable funding distribution to arts organizations, artists, and activities representing the diverse, multi-cultural communities of the state;
- Encouragement and recognition of the arts community's support of cultural diversity;
- Provision of technical assistance in designing steps toward greater diversity in the boards, staffs and artistic programming of state-funded institutions and organizations;
- Identification of the ongoing needs and opportunities within the arts for achieving multi-cultural involvement.

The Arts In Education Program actively encourages multi-cultural applications and programs.

Questions?
For assistance completing your residency application call:
Jason Freeze (360) 586-2855

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About the Washington State Arts Commission

The Washington State Arts Commission (WSAC) was established by the Washington State Legislature in 1961. Policymakers recognized the arts as essential to the citizens and therefore appropriate for State support. They expressed that commitment thusly in the RCW (revised code of Washington): "The conservation and development of the state's artistic resources [are] essential to the social, educational, and economic growth of the state of Washington. Artists, works of art, and artistic institutions contribute to the quality of life and general welfare of the citizens of the state and are an appropriate matter of concern to the government of the state of Washington."

WSAC's Mission

The Washington State Arts Commission cultivates a thriving environment for creative expression and appreciation of the arts for the benefit of all.

The WSAC receives biennial state general fund appropriations, ½% of the state capital budget (to support art in public places), and funding from the National Endowment for the Arts. The Commission's programs include Arts In Education, Art In Public Places, Awards (grants that fund arts organizations), Community Arts Development, and Folk Arts. The Commission also sponsors the semi-annual Governor's Arts and Heritage Awards.

WSAC's Education Goal

The Washington State Arts Commission's education goal is to support the arts as basic to K-12 education as addressed in the Essential Academic Learning Requirements (EALRs) and Assessments in the Arts.

To achieve this goal, the Washington State Arts Commission's Arts in Education (AIE) Program offers grants and services that build the capacity of schools and communities to provide quality arts instruction based on the EALRs.

One of those grants, the Artists in Residence Grant, supports the contributions of individual artists to education by funding residencies in public schools and other settings in Washington State. Artists apply to serve the funded schools and organizations with this application. The artists accepted through a competitive process judged by a panel of artists and educators are called "rostered" artists in residence and are hired by the Residency Grant recipients to present workshops for students and classroom teachers. A select group called "teacher trainers" provides teacher in-services in the arts.

Who Is Eligible to Apply to be an Artist in Residence?

Professional artists, folk artists, art historians, aestheticians, art critics, folklorists, and other arts professionals residing in Washington State, or within a 50-mile radius of a Washington-State city, may apply to be artists in residence.

AIE Program Priorities

When applying to the WSAC AIE Program, artists should keep in mind the WSAC AIE Program mission and priorities.

The residency program supports the role of artists in assisting the schools to respond to the state's Essential Academic Learning Requirement in the Arts, thus assuring that the arts will be taught as a regular part of the curricula at all Washington public schools. Artists are expected to help participating teachers in each school implement their unique plans. A school without a visual art specialist may need an artist to teach classroom teachers the elements of visual art. A middle school may need a dancer to work with science teachers developing and presenting integrated science and dance lessons. And another school may need a traditional Native American artist to help students learn Washington history through the arts. Consequently, successful applications by artists will be those that clearly indicate how their residencies will help the schools respond to the Essential Learnings. WSAC Artists in Residence should:

- ◆ Provide teacher training that offers a combination of exciting hands-on experiences in making art and preparation to teach art lessons that will help students achieve benchmarks outlined in the Essential Academic Learning Requirements in the Arts;
- ◆ Provide references and hand-outs that will help teachers develop art lesson plans;
- ◆ Teach teachers ways to successfully integrate the arts with subject areas they are more familiar with;
- ◆ Suggest ways to present art production in historic, social, and geographic context, and experiences in arts criticism and aesthetics; and
- ◆ Be prepared to assist schools in building their music, dance, visual art, creative writing, or drama curricula or to assist schools in integrating an art form (like opera) into another discipline (like the humanities).

In order to introduce Washington students to the diverse artistic expressions of the world, participation of multi-cultural artists is encouraged by WSAC and desired by the schools.

WSAC also encourages participation of artists with disabilities. If special assistance or training is needed, artists with disabilities should contact the AIE Program staff for information about available resources.

WSAC Residency Guidelines

Keep the following guidelines in mind when developing your application.

- WSAC-funded residencies are a minimum of 40 hours—twenty hours per week.
- Teacher inservice residencies led by artists rostered as teacher trainers are a minimum of twenty-hours long.
- In a forty-hour period, no more than six classes of no more than 35 students each may receive instruction.
- For each forty hours of a school residency, at least two hours must be devoted to a teacher workshop.
- In each forty-hour residency, at least one hour is devoted to a community outreach event. That event may be a storytelling workshop for students and their parents, a student art exhibit at a local gallery or facility, a poetry reading by the poet in residence at a local bookstore, a performance by the artist and students at a local retirement home or hospital, etc.
- The program encourages residencies with a primary goal of students learning an artistic process rather than producing an end product.
- Residency workshops should provide hands-on student and teacher participation.

How to Apply

Artists who were not rostered in the 2001-2003 cycle must submit six packets that include each of the following:

- The application form included in this packet (page 9)
- The narrative section/s for artists in residence and/or teacher trainers (page 10)
- The appropriate work sample
- Three supplementary materials
- Resume

A work sample must be submitted as described in the *Instructions for Work Samples* section.

In addition to a work sample, three supplementary materials should be submitted, two of which are to be letters of recommendation from a school. Past panelists have been skeptical of recommending artists without strong support from teachers and/or school administrators.

Applicants are encouraged to review the current artist roster on the WSAC web site at <http://www.arts.wa.gov> and to call WSAC AIE staff if questions arise during completion of the application.

Current WSAC-rostered artists will be mailed the appropriate returning artist application.

How Are the Applications Judged?

The residency program is extremely competitive. A panel of experts in each artistic discipline reviews the applications and work samples in that particular discipline. The panels recommend new artists based on artistic quality as exemplified by the work sample/s; experience working with pre-college youth; the quality and appropriateness of the proposal; the ability of the artist to further the AIE Program mission, including the artist's understanding of the Essential Academic Learning Requirements in the Arts, current arts education issues, research, and practices; availability and willingness to travel.

In recent years, the AIE Program has received far more excellent applications in some artistic disciplines than the AIE budget can justify. When this occurs, panels must make very difficult choices, which must be based on slim differences in experience. Consequently, there are experienced artists who are not recommended during each application cycle. Artists should not be discouraged from applying due to the competition. However, applicants should realize that not all qualified artists will be recommended and that prior experience in the program is a great asset but is not a guarantee to recommendation during every cycle. The application pool and the panels change each cycle.

What Does Recommendation Mean?

Discipline panels composed of experts around the state make recommendations to the Commission—the WSAC's governing board. The Commissioners review the recommendations to assure that the process was not flawed and vote to accept the recommendations. After acceptance by Commission vote, recommended artists are eligible for work in the AIE Program.

Individual artists who are recommended as artists in residence are oriented and "rostered," which means a description of the workshops they offer and their biographies are printed in a publication called a roster, are published on the WSAC web site, and are included on the Artist Roster Showcase CD Rom. Schools and other sites receiving a residency grant from the AIE Program must hire only artists from the roster. The schools and organizations receiving the residency grants make their own decisions about which rostered artist or artists to hire. Many schools that do not receive a residency grant from WSAC also use the WSAC roster to hire artists in residence. Consequently, it is possible to receive much work, little work, or no work through the roster. Generally, artists receive little work in their first year. However, artists are encouraged to market themselves. With time, artists who are ambitious and offer interesting programs may serve numerous residencies a year. Artists in residence are paid directly by the residency "sponsor"—school, district, or organization that hired them; the sponsor is then reimbursed up to 50% by the WSAC AIE Program residency grant. Please note that the roster is only valid for two years and after that time period artists who previously were approved must reapply and be recommended for inclusion again. Also note that the Commission can remove an artist from the roster at any time for reports of actions that violate WSAC AIR guidelines and create a situation that could be detrimental to students, teachers, faculty, the community, and/or the WSAC AIR Program itself.

Artist Pay

There are three rates for artist pay: local, mid-distance, and distant. For **two-week** residencies, artists local to the site (within 60 miles) will be paid \$2050, artists mid-distance to the site (approximately 90 miles) will be paid \$3,000, and artists distant to the site (approximately 280 miles) will be paid \$3,500. These costs include the artist fee for planning, the planning meeting, and the daily fee and will be paid within ten working days of receipt of the artist's invoice.

Important Details

Application Requirements

Complete application must be IN the Arts Commission office by 5:00 PM, December 2, 2002.

This is NOT a postmark deadline. THERE WILL BE NO EXCEPTIONS TO THIS DEADLINE.

Only complete applications that include a work sample will be accepted.

No handwritten applications will be accepted.

The actual application form must be used; forms that are reformatted will be returned.

How to Submit Your Application Packet

Each of your six application packets should be arranged in the following order:

1. The AIE Program Application Form for Artists in Residence
2. Applicable Narratives
Section A: Narrative Application for Artists in Residence
and/or
Section B: Narrative Application for Teacher Trainers
4. Resume or Curriculum Vitae
5. Three pieces of supplementary materials—two letters of recommendation from schools and one promotional piece
6. Literary artists, playwrights, scholars, and composers submitting written work samples must attach a copy to each application packet because panelists will need to read your work samples individually.
7. Artists who want their work samples returned must include a self-addressed, stamped envelope with sufficient postage.

After arranging each application packet in the order above, staple or paperclip each of the packets separately. Place the packet with the original signature on the application form at the top of the other packets. DO NOT send in folders or binders of any type. Work samples MUST be received along with the other application materials by the deadline date of December 2.

Instructions for Work Samples

Do not submit original manuscripts or artwork. All materials will be handled with care; however, the Washington State Arts Commission cannot be responsible for any lost or damaged items. After the jurying process, work samples will be returned if a self-addressed envelope, stamped with sufficient postage, is included with the application.

Special instructions for:

Literary Artists, Playwrights, Art Scholars, Composers:

A copy of 8-page-or-less, written work samples (poems, short story, portion of play, essay, critical writing, musical score) on one-sided, 8 1/2 x 11" paper attached to each application packet. The type size should be 12-point Times New Roman or equivalent. Smaller type sizes are difficult for panelists to read and can be detrimental to the success of the application. This should be a sample of the artist's work, not student work.

Media Artists, Performance Artists, Dancers, Actors:

A 1/2" video, cued (panel will view approximately 3-5 minutes from starting point so cue carefully to the strongest section). VHS tapes must be recorded at standard playing speed. Although this sample may show segments of the applying artist working with students, the first three minutes must also include work by the artist. Because applicants may not be recognizable to the panelists, the tape should be labeled so the applicant's role in the performance is clear. i.e. John Doe, choreographer; or Julius Caesar played by John Doe; or John Doe, lead guitarist.

Singers, Musicians:

1 cued cassette tape, compact disk, or video (panel will listen to approximately 3-5 minutes of your recording so cue carefully). Label tape to clearly indicate your role. i.e Jane Doe, lead vocalist; or Jane Doe, composer; or Jane Doe, drummer.

Visual Artists:

One set of six slides in a clear plastic slide sheet; each slide labeled with your name, the title, date of execution, medium, and dimensions of the work. Place a dot in the lower left hand corner of the mount (when the image is oriented for correct viewing). No glass slides will be accepted. Slides must be of the artist's work, not students' work.

Deadline
December 2, 2002

Application Checklist

Place this checklist on top of the finished application.

Applicants should check the appropriate box as each item on the checklist is placed in the application packets. Unchecked items will flag the application as incomplete and possibly ineligible.

A total of SIX complete application packets are being submitted for review and are in the order stated on the previous page. The top application contains the application form with the original signature. (Remaining forms may be duplications.)

The packets contain:

- ☐ This **application checklist**
- ☐ The AIE **Program Application Form** for Artists and Arts Organizations
- ☐ Applicable **Narrative/s**
Section A: Narrative Application for Individual Artists in Residence
Section B: Narrative Application for Teacher Trainers
- ☐ **Resume or curriculum vitae**
- ☐ Three pieces of 1-page **supplementary materials**—two letters of recommendation from schools and one promotional piece.
- ☐ **Work samples** as described on the previous page

Mail complete application packets to the Washington State Arts Commission, Arts In Education Program, PO Box 42677, Olympia, 98504-2677.

Applications must be received in the WSAC office by 5:00 PM on December 2, 2002. There will be no exceptions to this deadline.

AIE Program Application Form for Artists in Residence

This form must be included in your application packet and must be typed. Handwritten applications will not be accepted.

Forms reformatted on computer in a different design or order will not be accepted.

With this form, application is being made for:

Individual artist residencies

Teacher In-service residencies taught by individual artists

Check the most appropriate discipline panel to review your application:

Performing Arts

Literary Art

Visual Art

Applying artist	
Ethnicity (optional)	
Mailing address	
City	State
County	Zip code
Office/studio phone ()	Home phone ()
FAX ()	E-mail
Web page address	
Area/region you are willing to travel to:	
Maximum number of consecutive weeks you can work for the AIE Program within a 60-mile radius of home/home base:	
Maximum number of weeks you can work for the AIE Program outside a 60-mile radius of home/home base.	
If you are accepted into the AIE Program, may we release your name, address, and phone number to others interested in hiring you?	
I have read the AIE mission and priorities in this booklet, as well as guidelines for the individual categories for which I am applying. I will abide by the program requirements.	
If rostered as a WSAC artist in residence, I understand that I will be required to attend an orientation, read the artist handbook, and abide by the program guidelines.	
I understand (1) that acceptance to the roster is neither a contract for nor guarantee of employment, (2) the roster is of limited duration, and (3) the Commission can eliminate an artist from the roster.	
Signature	Date

Section A: Narrative Application for Individual Artists in Residence

Narrative Questions

Answer the following questions on separate paper, using no more space than is listed after each question. Handwritten narratives will not be accepted.

(Guideline: Type should be no smaller than 12 point Times New Roman.)

1. WSAC artists in residence are expected to provide workshops for approximately 4 classes or groups in a 40-hour period (the minimum 2-week residency). Please provide a 1 to 2 page, typewritten outline of the activities you would provide during ten hours of instruction. Indicate the grade level and population you are targeting and reference the essential learning and benchmark that each segment of your outline addresses. Your response will not be complete unless you reference the Essential Academic Learning Requirements in the Arts. You can obtain the Essential Academic Learning Requirements in the Arts from the Office of the Superintendent of Public Instruction online at <http://www.k12.wa.us/curriculumInstruct/arts/EALRs/default.asp> or you may call 360-753-6738. You may use two additional pages to modify your outline for other grade levels/populations or to present a second workshop idea. (Maximum of two workshop outlines, 2 pages each.)
2. A 2-or-more-hour teacher workshop is required as a part of each residency. Use up to 1/2 page to outline your teacher workshop plan. (Maximum 1/2 Page.)
3. Give an example of a 1-to-2-hour community outreach event that you might plan as part of your residency. Use no more than 1/4 page. (Maximum 1/4 Page.)
4. In 1/4 page, describe how you will help classroom teachers learn to integrate your art form into their curricula. (Maximum 1/4 Page.)
5. You may use up to 1/2 page to describe what is unique about your teaching style and what is most beneficial about what you have to offer students, teachers, and/or other populations. You may want to cite experiences from your former residencies. (Maximum 1/2 Page.)
6. If your resume or vitae does not list the residencies you have served in the past, include that list as number 6 of this narrative. (List as needed.) Identify those within the Washington State Arts Commission's Artists In Residence Program.

Section B: Narrative Application for Teacher Trainers

Note: Besides presenting student workshops as a regular artist in residence, you may apply to provide teacher in-services of 20 or more hours. Please complete this section only if you have a number of years of successful experience training teachers to teach the arts, the history of the arts, or aesthetics (through teacher workshops as part of school residencies, presentations at education conferences, and/or college/university courses for classroom teachers).

1. List your experience training teachers to teach an art discipline, history of an art discipline, or aesthetics.
 2. Outline your proposed, 20-hour teacher in-service in lesson plan form.
 3. In bulleted form, list the goals and expected outcomes for course participants, keeping in mind that you will be expected to help teachers respond to the state's Essential Academic Learning Requirements in the Arts in their own classroom.
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